

**MADISON COUNTY LEPC  
(Local Emergency Planning Committee)  
Meeting minutes: August 18, 2006**

**In Attendance:**

**Jill Steeley, Mad Co. Public Health  
Julie Dewey, MCGO  
Frank Ford, Mad Co Emerg. Mgt.  
John Bancroft, Ennis Town Council  
Karen Brown, MC, GIS/IT**

THE REGULAR MEETING OF THE LEPC WAS CALLED TO ORDER AT 7:05 P.M., BY LEPC MEMBER JOHN BANCROFT

MR. BANCROFT CALLED FOR APPROVAL OF THE MINUTES FROM THE JULY 2006 MEETING. IN LEU OF A REGULAR LEPC MEETING, MEMBERS ATTENDED THE EMERGENCY PREPAREDNESS TABLTOP DRILL. A SUMMARY OF THE EXERCISE AND LEPC PARTICIPATION WAS ACCEPTED AND APPROVED IN PLACE OF THE REGULAR MEETING MINUTES.

**Committee Reports**

Member John Bancroft, filled in for Chairman Lewis Stahl and called for the first item on the agenda.

**Citizens Corps Council (CCC)**

Frank Ford reported for Melinda Tichenor in her absence. Melinda has two CERT trainings coming up this fall, one will be held in Harrison on September 9, 16, and 17 and the one in Twin Bridges will be held on October 7, 14, and 15<sup>th</sup>.

The CCC booth at the Fair was well attended. A fairly substantial turn out was reported. The general public was stopping by the booth and a sign-up sheet was made available for anyone interested in CERT training. There were at least 40 people who had signed up.

Frank reported that Melinda is doing a terrific job with the Citizens Corp Council. This county has the only "real" rural Citizens Corp Council in the whole state. Others exist in Helena, Billings, Great Falls and Missoula. She is doing a wonderful job getting this going. The response has been very good. There are at least 30 + CERT members now and with a possible addition of 40 new members. Given the population of this area, one can hardly ask for anything better. John reported that he was also impressed with the CCC.

**Communications**

Reporting in Dave Schenks absence, Frank Ford reported there are two things going on right now. One – As stated in the past, we are working on getting three new repeaters up in areas that are not covered. The first one is in place at Table Mountain. It seems to be working really well. The second one is up at Lone Peak. A purchase order has been submitted for some additional equipment for that site and it is expected to arrive very soon. This repeater will give us coverage down Jack Creek and over into Big Sky. And thirdly, the plan right now is to pick up the Ruby Repeater, which used to cover the West side, and move it to Cameron. That will give us coverage up into Quake Lake, Reynolds Pass and into the Gravelly Mountains. These are areas that have poor coverage now. Frank reported that he intends to have this accomplished this fall. In addition to this equipment some accommodations have to be made for the new repeaters. Upgrades to the dispatch console and primary transmitter up on the hill are also necessary. This equipment has been ordered and should be arriving any time. Installation is planned for mid September. Other communications efforts include the

installation of a microwave linkage all around the State, mostly in urban areas. This linkage has been fairly well funded, but some shortage still exists. Rural areas have expressed an interest in coverage as well and with the cooperative efforts of Beaverhead County and the five county consortium that was formed, enough leverage was implemented to get a sub-loop of this installed down into these rural areas. It is anticipated that this will be in place next summer. The significance of this is that we can use the buildings and the towers that will be installed to put our permanent repeaters and equipment in. They will be much more secure with backup power etc. The problem is that we can't link up our dispatch with the proposed site of the microwave tower, it is not in line of site, however, Yellowstone Club might have some additional funds to help link our dispatch site and this avenue is being explored.

Discussion was called for. No further discussion.

### **County Fair Report**

As indicated in the previous CCC report, the fair booth was up and running, CCC, Search and Rescue and LEPC were all represented. A bigger space might be needed in the future. It was also mentioned that something to draw people into the booth might be helpful, like a prize, drawing or give away of some sort. It was a good first go at it.

### **Director of Emergency Management Report**

Frank Ford present to report. He indicated the report had been sent out.

A "Rough Draft" of the Resource List has been presented. Frank indicated it is not even close to being done, but has been sent out to solicit ideas on how it should be arranged etc. He would appreciate any input. The initial idea is to arrange it into two (2) sections. One section would be fashioned after a Yellow Pages style. It would go arranged by topic such as, potable water, shelters, etc., It would enable one to look up their needs by topic. The other section would have the same kinds of information, but would concentrate on and be arranged by key people, *i.e.*, County Commissioners, County Attorney, County Sheriff, Mayors, Fire Chiefs, etc. Frank expressed concern about the difficulty in keeping these kinds of data up-to-date. It is very difficult. Ideas on keeping names and phone numbers updated should be explored. A more advanced report will be presented at the next meeting for review.

### **False Alarm Proposal Report**

The False Alarm ordinance is in the works. The Madison County Commissioners approved the Proposal and have directed Frank to draft an ordinance. It will then go back to the Commissioners for a public reading and meeting. The public will be able to offer their suggestions and concerns at that time. The Commissioners can change and revise it as needed before putting it into effect. The LEPC members should formulate ideas on where and how the collected money from assessed fees should go.

### **Interjurisdictional Exercise Report**

Jill Steely present to report. Jill was very pleased with the tabletop exercise and the participation of everyone invited. There was good representation from all areas of the county and various agencies involved. The county is doing much better in comparison to the last tabletop that was held. Jill would like to hold these twice a year.

A field exercise was discussed. Jill indicated she felt we could do one. It was pointed out that it takes a lot of planning and money to organize and hold one, but she would like to have one. The last full scale exercise was run by the hospital. Jill reported that her Emergency Preparedness Grant this year requires at least two exercises. She was unsure if tabletop or full scale exercises were required. Further exercises will be planned involving the hospitals and other agencies as necessary.

### **Risk Mitigation Coordinator Report**

Frank reported that an extension on expending funds has been requested. He is waiting to hear if that

extension will be granted. He reported it has been difficult to reach people and get them interested.

### **Subdivision Fees Review Report**

Doris Fischer was unable to attend the meeting, but submitted the following report.

*The Planning Board received LEPC's letter of support for the proposed public safety review fees and has recommended adoption. The county Commissioners will hold public hearings on the proposed subdivision regulations and review fee scheduled on Tuesday, September 5<sup>th</sup> @ 1:30 p.m.*

*Madison County went "live" with Enhanced 911 on Tuesday, August 15<sup>th</sup>. This does not yet cover the 287 telephone exchange (Silver Star-Waterloo-Cardwell area, which is served by Qwest), or Big Sky.*

*The County Road Atlas is at the printers. We are getting copies printed up for the emergency service providers, and black & white copies for other essential personnel. It will probably be two weeks before the copies are ready. Later this summer or fall, we'll do another printing of atlases that we will sell – original atlas plus a one-year subscription for updates. I believe Karen Brown also intends to get some DVD's made up, so we can sell them as well.*

The public safety portion of the Subdivision Regulations can be done by the LEPC. It can be broke down into smaller sections and reviewed by LEPC groups.

### **Old Business**

### **NIMS Assessment and Compliance**

County NIMS (National Incident Management System) compliance issues were discussed. Madison County Disaster and Emergency Plans were adopted by Resolution 6-2006. NIMS must be incorporated into all emergency management planning, policy and procedural matters undertaken within the county. This program is becoming standardized nationally. Individual agencies and jurisdictions, such as the fire departments and SAR teams, must be encouraged to incorporate NIMS/ICS principals more fully into their operating procedures.

Frank indicated this assessment will need to be presented to the Commissioners in September. The LEPC should start putting this together.

### **New Business**

### **Public Safety Subdivision Regulations Review**

See above report by Doris Fischer.

### **Other New Business**

Karen Brown reported that the Enhanced 911 was up and running through dispatch at this time. It was reported there were some minor glitches, but Karen indicated she would look into it.

Jill Steely reported that the Virginia City Fire Department was in the process of selecting a new Fire Chief. Problematic areas were going to be addressed. Frank offered his help to the new Fire Chief. Frank could provide him with good resource material contacts, etc.

### **Schedule next meeting:**

The next regularly scheduled meeting of the LEPC will be in Virginia City, Montana at the Courthouse on September 21, 2006, @ 7:00 p.m.

The meeting adjourned at 8:30 p.m.

**Minutes taken and prepared by Julie M. Dewey, LEPC Secretary**